



# City of Tualatin

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OFFICIAL

## TUALATIN PLANNING COMMISSION

MINUTES OF April 3, 2012

### TPC MEMBERS PRESENT:

Mike Riley  
Alan Aplin  
Jeff DeHaan  
Steve Klingerman  
Bill Beers

### STAFF PRESENT:

Aquilla Hurd-Ravich  
Will Harper  
Cindy Hahn  
Lynette Sanford

TPC MEMBER ABSENT: Nic Herriges

GUESTS: Jonathan Crane, Jan Giunta, Matt Hastie

### 1. CALL TO ORDER AND ROLL CALL:

Mr. Riley called the meeting to order at 6:31pm. Roll call was taken.

### 2. APPROVAL OF MINUTES:

March 6, 2012

Mr. Riley asked for review and approval of March 6, 2012 TPC meeting minutes. MOTION by Riley SECONDED by Klingerman to approve the March 6, 2012 TPC meeting minutes. MOTION PASSED 5-0.

### 3. COMMUNICATION FROM THE PUBLIC (NOT ON THE AGENDA):

None

### 4. ACTION ITEMS

**A. Amending the Tualatin Development code (TDC) Chapter 73-Community Design Standards-Removing Core Area Parking District "Impact Fee" Provisions. Amending TDC 73-370-Off-Street Parking Provisions. Plan Text Amendment PTA-11-12. This is a Legislative action by the City Council.**

Senior Planner Harper discussed Plan Text Amendment PTA-11-12. The Core Area Parking District operates five parking lots and consists of 394 parking spaces. This has been in existence since the early 80's as part of the redevelopment of the downtown area of Tualatin. This is overseen by the Core Area Parking district Board. The TMC Chapter 11-3 includes provisions for a Parking district Tax and an Impact Fee. This proposal is to amend TDC Chapter 73.370(2) Off-street parking Provisions.

These minutes are not verbatim. The meeting was recorded, and copies of the recording are retained for a period of one year from the date of the meeting and are available upon request.

The origin of these amendments comes from a joint work session last July, 2011 with the City Council and the Core Area Parking District Board. They reviewed a number of operational and funding issues associated with the CAPD program. A consensus was reached to explore the feasibility of ending the fee-in-lieu program as one of several means to manage the Core Area program into the future.

At its October 2011 meeting, the CAPD Board recommended ending the "Impact Fee" program. The purposes of the recommendation is to address the current gap in CAPD operational funding and expenses, reduce the drain on the CAPD Reserve Fund, and eliminate the built-in gap of approximately \$2,000 between the "Impact Fee" collected per parking stall and the estimated cost of constructing a public parking space. The CAPD Board did not recommend increasing the "Impact Fee" collected to make up for the difference nor did the Board call for City funding for constructing new spaces for the impact fee part of the CAPD program.

At the February 2012 work session, the City Council discussed the proposed changes to the CAPD "Impact Fee" and was in agreement that an amendment should move forward. At the March, 2012 meeting, the Tualatin Planning Commission was briefed by staff on the proposed changes to the CAPD "Impact fee". TPC members had questions and contributed comments.

Approval of the Plan Text Amendment request would result in the CAPD no longer collecting the \$3,500 per parking space "Impact Fee". Each development in the CAPD will be required to provide the minimum number of on-site parking spaces.

Mr. Harper continued to discuss the public interest as identified by staff.

- To implement the Core Area Parking district Program (CAPD) as established in the Tualatin Municipal code chapter 11-3 and with the direction of the CAPD Board and the City Council to construct, maintain, operate and administer public parking facilities.
- Provide standards and programs to ensure adequate parking facilities to serve citizens, visitors, customers and business owners in Tualatin's downtown area.
- Establish the off-street parking standards and requirements of the TDC consistent with the CAPD provisions of the TMC.

In conclusion, Mr. Harper stated that this meets the requirements and criteria of the Plan Text Amendment and his recommendation is for the Tualatin Planning Commission to consider the application and staff report and make a recommendation to council to approve the amendment proposed.

Chair Riley asked for further discussion. Mr. Aplin expressed concerns about if the city can afford to maintain these parking spaces. Mr. Harper responded that maintenance of existing parking spaces is funded by CAPD taxes and other sources, but not from the impact fee. Mr. Riley asked if this will remove the additional parking exemption

associated with this fee. Mr. Harper responded that it doesn't remove the reduction and the minimum required parking minimum in the CAPD.

*Jonathan Crane - 18725 SW Boones Ferry Rd*

Mr. Crane asked what the motivation was for the city to take less money. Mr. Harper responded that the City Council and the Core Area Parking Board operates the public lot next to his property. Business owners pay a tax to be part of the district. The CAPD did this to reduce the minimum parking required and to rely more on public transit and walking.

Mr. Crane gave an example: if a property should have 130 parking spots, but only build 65, in the future are there no punitive damages to them for building an inadequate parking ratio and the city will have given up the right to collect money? Mr. Harper responded that the part that will change is on top of the discount for the Core Area Parking impact fee. On top of that 25% discount is the ability to avoid on-site parking. By paying for each additional parking spot, the money is put in a fund and the CAPD will look to build the space from the money collected. Mr. Crane inquired if a parking structure was to be built, who will pay for it? Mr. Harper responded that the responsibility will be with the developer to provide parking spaces based on square footage and the usage of the building. Mr. Klingerman added that this puts the financial responsibility on the person who will reap the reward, not the City. Mr. Riley added that this is not an uncommon practice.

*Jan Giunta - 17655 SW Shawnee Trail*

Ms. Giunta inquired about the parking deficit and how much is owed by the city. Mr. Harper responded that the deficit is currently 25 spaces, which were bought down by \$1,000 based on previous rate. Ms. Giunta was concerned that one of the things she heard being discussed is a proposed parking garage. She inquired as to why we would propose building one. Ms. Giunta added that according to the City Manager's analysis, there is adequate parking that is currently being unused. Mr. Harper responded that there are 140 additional parking spaces over and above what the required rate will be in the public lots. Mr. Harper added that the City Council and Development Commission has turned down the idea of building a parking structure more than once in the past year. Ms. Giunta added that it was part of the Urban Renewal Plan in 2009 and 2010.

MOTION by DeHaan SECONDED Aplin, to recommend approval of Plan Text Amendment PTA-11-12 to City Council. MOTION PASSED 5-0.

**B. Review and Provide a Recommendation to City council on the Constraints and Opportunities Report, Focus Area Boundary Refinement and Transit-Oriented Place Types for the Linking Tualatin project.**

Associate Planner Hahn gave an update on the progress of Linking Tualatin, which included a PowerPoint presentation. The progress to-date on information gathering and reports include:

- Goals and Objectives

- Key Transit Connections Map
- Plan & Policy Review
- Market Analysis Report
- Existing conditions Report
- Constraints & Opportunities Report
- Potential Project Ideas

Ms. Hahn stated that we've held several different meetings and events. We've had meetings with the Transportation Task force and three Transit Working Group meetings. A kick-off meeting and open house was held in February. Ms. Hurd-Ravich added that staff members and the mayor attended the Chamber Key Leaders Breakfast event. They invited the staff members to present an update on the year of transportation and to gain input.

Ms. Hahn continued with a briefing on step 2 of the process, which includes developing and evaluating land use patterns. As part of the TSP, we're identifying strategies to improve transit use including:

- Improve connectivity to and through development
- Improve access to services
- Improve pedestrian accessibility and comfort along streets
- Increase transit trips
- Improve livability and pedestrian-friendliness

They also refined the boundaries of the focus area which included focusing on employment areas, multiple-family residential areas, and parks and open space areas. Transit-oriented place types describe the character of a focus area, role and function of a focus area, and visualize the possibilities for a focus area in the future. Ms. Hahn continued the discussion on Tualatin's Transit-Oriented Place types. These include:

- Mixed-Use Center
- Town Center
- Industrial Employment district
- Business employment district
- Mixed-Use Institutional/Employment

Ms. Hahn provided an example of Mixed-Use Institutional Employment which focused on Meridian Park/Nyberg Woods. This is a transit destination, where you have many workers and need services readily available and within walking distance. This includes activity that often extends beyond the 10-hour workday to evenings and weekends and includes structured and surface parking. This use may also apply to the Pacific Financial/124<sup>th</sup> area as well.

The next step in this process is to present this information to Council on April 23<sup>rd</sup>. On June 4-7 there will be a 4-day Community Workshop. Ms. Hurd-Ravich added that Matt Hastie will give a brief update about the Transit Working Groups and how they will be working on the information we presented to the Planning Commission. Mr. Beers

questioned the decision-making structure and consistency of that flow. Mr. Riley suggested an additional meeting with the TPC members may be beneficial for the decision making process. After a brief discussion it was decided that an additional meeting would not be necessary.

Ms. Hahn continued discussion on the next step for TSP. On April 23, they will present to City Council; on May 1, to the Planning commission. Upcoming events include many Task Force Meetings and Working Groups. An Upcoming Events calendar was presented which detailed the dates of the upcoming meetings. Mr. Aplin questioned the rationale of four consecutive days and twelve hours of discussion, he thought that one per week would gain greater attendance.

*Matt Hastie, Angelo Planning Group*

Mr. Hastie explained that in his experience, he's co-facilitated several types of these events and received a lot of participation during the four day period. He doesn't expect everyone to be there every day, just once or twice depending on the focus area and interest. Providing many opportunities to participate allows us to make a great deal of progress in a compressed time frame. It also generates more energy than if you're spacing them out.

Mr. Riley asked if there were questions from the audience. Ms. Giunta referred to the slide about the June Charette and the topic of a meeting with stakeholders. She asked who the stakeholders are. Mr. Hastie responded that stakeholders could be task force members, business owners, representatives from large employers, key representatives from the focus areas, or anyone who has an interest in the project. Ms. Giunta stated since two of the focus areas border the boundary of CIO 1, would they consider having two to three citizens from CIO 1 attend? Ms. Hahn responded that they would be welcome. Ms. Giunta also raised the question of the wisdom of the 124<sup>th</sup> area being developed as envisioned in the land use plan. CIO 1 has annual meeting coming up this month, but will organize a general meeting the first two weeks in May. They will focus on transportation issues, particularly 124<sup>th</sup>, and its impact on CIO 1. If they wait until May and have input into these focus areas, can they be changed? Mr. Hastie responded that they will be looking at different land use alternatives for each of these focus areas and some will have more potential for change than others. Ms. Giunta added that in 2009 the Town Center line was redrawn to include the PacWest property. That concerns her because that property has no characteristics with the town center itself. Her recommendation to consider would be to take the PacWest property out of the Town Center and include it with Bridgeport. Ms. Hurd-Ravich asked if she made these comments to the working group. Ms. Giunta responded that she did, but wanted the Planning Commission members to also hear these comments.

Mr. Hastie continued discussing the information he received from the working groups regarding the topic of boundaries and land use types. Ms. Hurd-Ravich added that in her working group, there was a lot of discussion about the 124<sup>th</sup> center and how it fits in with the mixed use center. Discussion in her group also included the town center area.

Mr. DeHaan stated that in this whole process, he doesn't see much in terms of visioning for the future. A lot of people use their cars and he doesn't see how we're dealing with the traffic situation. The most recent edition of Portland Monthly shows the ranking of neighborhoods on a variety of items. Tualatin did not rank very high in terms of walkability and he agreed that it's not an easy place to be a pedestrian. Mr. Hastie responded that the working groups are trying to determine what these places can be like in the future including the ability to walk to and from places. He added that Linking Tualatin is focused on the future possibility of high capacity transit coming to this area and studies evaluating walk score.

Ms. Hurd-Ravich stated that the comments will be taken into consideration and we'll use them to move forward.

## **5. COMMUNICATION FROM CITY STAFF:**

### **A. TSP Update**

Ms. Hurd-Ravich presented a hand-out that included a flow chart of the Transportation System Plan from April through June. Currently we're in second round of working groups. April includes the screening for feasibility. This part of the process includes taking maps that have been developed, and all the projects that have been suggested from the first round of the working groups. We will then start to prioritize and make adjustments as needed.

There will be a Task force meeting April 19<sup>th</sup> and a council work session on April 23 to present the list of things that were not feasible. May 1 will consist of the technical evaluation process, which we'll bring back to the Task Force on May 24<sup>th</sup>. The third round of Working Group meetings will be held June 4-14. On June 21, the objective is to develop a draft list of recommended projects to be included in the TSP. The refinement of the list will continue with the Task Force, Planning Commission, and City council in June and July. We are anticipating that some of the working groups may need additional meetings.

## **6. FUTURE ACTION ITEMS:**

Ms. Hurd-Ravich reported that our future agendas include additional transportation related topics. There is currently nothing specific for the June 5 meeting date, but we may integrate our meeting with the Charette in the Library Conference Room.

## **7. ANNOUNCEMENTS/PLANNING ADVISORY COMMITTEE COMMUNICATION**

Mr. DeHaan and Mr. Klingerman asked if there were any updates on the proposed apartment complex near to Bridgeport Village (also known as the Alexan property). Mr. Harper responded that they are working through their legal matters and there haven't been any permits issued through the Building division. They have secured their financing, and easement inquiries have expanded to neighboring property owners.

In regard to the assisting living project on the old Tualatin Elementary School site, Mr. Harper responded that he met with Marquis and they have changed architects from a

California firm to a firm in Salem. They haven't advanced in the HUD process, but they are moving forward. Site work is scheduled to begin in July.

Mr. DeHaan inquired about the Riverhouse property. Mr. Harper responded that it has been very quiet. Mr. DeHaan then inquired about the property behind Jiggles and if anything has been planned. Ms. Hurd-Ravich responded that no applications have been submitted for the site. He also had a question about the RV Park being closed on the corner of 65th & Nyberg Rd. Mr. Harper responded that there is a new owner of the property and residents have been notified that they need to be out by the end of May. The zoning is RH, High Density Residential. The person who bought the property is in the multi-family apartment business and is from Hillsboro.

**8. ADJOURNMENT**

MOTION by Riley, SECONDED by Klingerman to adjourn the meeting at 8:11 pm.  
MOTION PASSED 5-0.

\_\_\_\_\_ Lynette Sanford, Office Coordinator